

# PASSPORT TO GOLD



**Army Reserve Officer's Training Corps  
Leader's Training Course 2004  
Fort Knox, Kentucky**

# Life at the Leader's Training Course



## DESTINY



Office of the Commander

Dear Student:

Welcome to the Leader's Training Course (LTC)! The Leader's Training Course experience is a unique 4-week opportunity to develop new skills, to grow personally, and to qualify for enrollment in Army ROTC. The Leader's Training Course is a world class leadership development program that will instill self-confidence and provide leadership skills for life.

Conducted at Fort Knox, Kentucky, the Leader's Training Course is not basic training. Training in basic soldier skills, however, is used as a mechanism for leadership development. Experienced Army Drill Sergeants also assist in coaching, teaching, and mentoring cadets. You will learn a great deal from them if you are attentive, cooperative and responsive. Trainers will assess your leadership performance and potential. This assessment will be important as you decide how Army ROTC can help you achieve your personal, academic, and professional goals.

While here, you will learn the value of teamwork and how to be an effective small team leader. Approximately 63,000 young people have successfully completed the Leader's Training Course (formerly known as Basic Camp) since the course started in 1965. Each was physically and emotionally challenged; you will be too. Successful completion comes to those who are willing to listen, learn, work with their teammates, and challenge themselves. Graduation is an achievement of which students, their families and friends are justifiably proud.

This pamphlet provides basic information about the Leader's Training Course, what to expect, and how to prepare. Your Professor of Military Science (PMS) has other material you will find helpful. Ask questions, look at the Leader's Training Course videotape, and talk to cadets who have been here to get their views. You should also remember that one of the goals of the Leader's Training Course is to instill a personal ethos of physical fitness, which combats stress and is the cornerstone of stamina, endurance, and good health. Additionally, another goal of the Leader's Training Course is to educate students about the "Warrior Ethos", which is at the very foundation of officership in the US Army. Consequently, the course is physically demanding. The better you prepare yourself, the more likely you will be to place well among graduates.

The Leader's Training Course staff is committed to giving you the best training and leadership experience available. Come prepared to be challenged, to learn, and to grow in self-confidence. We look forward to meeting you.

Sincerely,

Paul L. Willis

# LEADER'S TRAINING COURSE 2004

In 2004, we will conduct Leader's Training Course in five cycles

Cycle one begins on June 1 and ends on June 29

Cycle two begins on June 5 and ends on July 3

Cycle three begins on June 10 and ends on July 8

Cycle four begins on June 16 and ends on July 14

Cycle five begins June 20 and ends on July 18

## QUALIFICATIONS TO ATTEND

To attend Leader's Training Course, you must

- Be a U.S. citizen
- Be between 17 and 30 years old
- Be enrolled in college full-time in pursuit of a baccalaureate or advanced degree and have at least 2 years remaining in school or be sponsored to attend camp by a military junior college (MJC)
- Have a cumulative GPA of at least 2.0 on a 4.0 scale (MJC student must also have a minimum ACT score of 17 or SAT score of 920)
- Initiate DODMERB physical; MJC are encouraged to initiate
- Have no civil convictions (unless waiver is approved)
- Have no more than 3 dependent family members
- Pass the Army physical fitness test, scoring at least 60 points in each event, or have an approved waiver from your ROTC Brigade Commander.
- Must meet Army height/weight standards

## PROCESSING FOR THE LEADER'S TRAINING COURSE

A representative from the ROTC battalion sponsoring your attendance at the Leader's Training Course will interview you, verify your eligibility, and have you sign the necessary documents. You will need your parent's written consent and a medical power of attorney if you are less than 18 years old.

The ROTC representative will arrange for you to take a (no cost to you) physical examination, which is required for attendance, less MJCs. The absence of an approved physical exam prior to attending Leader's Training Course may delay or disqualify you from scholarship benefits for which you might otherwise be eligible upon graduation from LTC.

## SCHOLARSHIPS

Your host university will address all issues regarding scholarships associated with LTC attendance and graduation.

## TRAVEL TO FORT KNOX, KENTUCKY

You are authorized to travel from your home or college campus to Fort Knox and return to your home or campus. The U.S. Army will provide travel in one of two forms:

- Tickets (usually airline tickets) one-way to Louisville, Kentucky. **Cadre at Fort Knox will arrange return transportation. Return travel will not be arranged without prior permission in writing from the Fort Knox Transportation Office.**
- Transportation by government vehicle at no cost to the cadet.

Most cadets travel by air. These trips consist of six stages:

- Home or campus to airport
- Airport to Louisville Airport (Cadets will be met by an ROTC uniformed reception team at the USO.)
- Louisville Airport to Fort Knox (Cadets will be transported to and from the airport by camp cadre.)
- Fort Knox to Louisville Airport
- Louisville Airport to destination airport
- Destination airport to home or campus

For most cadets, your sponsoring ROTC battalion will arrange for all of your travel enroute to LTC. Consult with your sponsor for details. The LTC staff will arrange all of your travel enroute back to your home or school. **Remember to bring money for food/incidentals while en route.**

Attendees are strongly discouraged from driving to Fort Knox. For safety and equity purposes, cadet privately owned vehicles are secured by installation authorities and are NOT available to camp attendees while they are at Fort Knox. Special permission from the camp commander is required on a case-by-case basis to travel by privately owned auto. Please remember that drivers are not permitted access to their vehicles during camp.

If special permission to drive is granted, you must bring:

- A notarized consent of the car's owner for you to operate it, if the car is not registered in your name
- A valid state registration
- A valid driver's license
- Valid insurance coverage
- Current state safety inspection, if required in the state of vehicle registration

Be sure to discuss your travel plans early with your host ROTC cadre. Discuss them with family or friends, especially if they will attend your camp graduation. Tell your sponsor your travel plans, including your point of departure. Upon your arrival the LTC staff will discuss your departure travel arrangements. Final travel itineraries will be confirmed prior to graduation.

## ARRIVING AT FORT KNOX, KENTUCKY

You should arrange your travel so you arrive between 9:00 A.M. and 6:00 P.M. Eastern Standard Time (arrive at Louisville airport no later than 6:00 P.M.) on your reporting date. **You must have permission from the LTC Commander to arrive earlier or later than the specified reporting (cycle beginning) date.**

When traveling by air, ensure you are ticketed to Louisville, Kentucky. Proceed from the arrival area to luggage claim. Claim your luggage then go directly to the Fort Knox Reception Area and USO for transport to Fort Knox. If you are traveling by bus, information on how to get to Fort Knox will be available at the Louisville bus terminal.

When you arrive at LTC, you will be assigned to an ROTC training unit. In processing includes:

- Reviewing your physical exam/medical qualification and APFT card
- Receiving your first pay, \$20.00 and sending notification to family members of your arrival
- Initiating your personnel records
- Receiving a camp ID card
- Accepting military clothing and equipment
- Measuring your height and weight (body fat measurement if necessary)

## DOCUMENTS

Ensure you keep the following documents separate from your luggage. You will need the following, on your person when you in-process:

- 6 copies of your travel orders
- Your return ticket (**special permission is required to pre-arrange round trip transportation**)
- Copy of your physical exam (those without a qualifying DODMERB bring a completed DA Form 3425-R and a copy of DD Form 2402 per CC Cir 145-05-02)
- Copy of your physical exam
- Copy of your most recent school transcripts (to confirm attendance qualifications)
- PMS Pre-Camp Checklist, signed by your PMS
- Diagnostic APFT (from your PMS) or a signed waiver.

## PACKING

Bring the following items with you to Leader's Training Course. You will **only** have one wardrobe (6'4" x 3') for storage of all clothing, camp issued equipment, and personal belongings. Do **not** bring weapons, ammunition, illegal drugs, or pets to camp, as these items are not permitted. Bring eyeglasses if needed, as contact lenses may not be worn during field training for safety reasons. If you have special/religious apparel requirements please make these known to your sponsoring ROTC unit before leaving home.

## PERSONAL AND CLOTHING ITEMS

### *Everyone should bring :*

- ☐ Civilian Apparel (for off-duty activities)
- ☐ Comb/brush
- ☐ Athletic Socks, 6 pr, plain white, calf length (no stripes or logos)
- ☐ Two Locks (combination preferred – keys get lost)
- ☐ Towels & Washcloths, white, 2 to 4 sets
- ☐ Alarm Clock, small (optional)
- ☐ Shower Shoes
- ☐ Swimming Suit (conservative style--one piece)
- ☐ Jacket or Sweater, light
- ☐ Shoe Shine Kit (applicator, brush, black wax polish & cotton balls)
- ☐ Spray Starch (optional)
- ☐ Note Writing Pad, pocketsize
- ☐ Pencils, black ink pens
- ☐ Eyeglasses (2 pair & elastic band recommended) and your eyeglasses prescription (replacement of glasses is at your expense)

Contacts may be worn when not in training

- ☐ Whistle (Type used by sports referees)
- ☐ Flashlight, small hand held (red lens capable -- optional)

### *Military clothing (To be issued by your ROTC battalion):*

- ☐ 2 pairs of combat boots, **well worn and broken in**
- ☐ 6 pairs of OD or black wool socks (see special guide below)

**DO NOT WEAR OR BRING** inappropriate civilian apparel, tank tops, t-shirts with foul/profane language, short shorts, etc.

- ☐ Coat hangers (wire only)
- ☐ Iron (optional)
- ☐ slacks/skirts (*Only bring 2 or 3 changes*)
- ☐ shorts (*of civilian clothes. Free*)
- ☐ shirts/blouses (*time is limited.*)
- ☐ Jeans
- ☐ Personal medications (disclose upon arrival)
- ☐ Prescription for any medication you are taking
- ☐ Toothbrush & Toothpaste
- ☐ Soap & Soap Container
- ☐ Deodorant
- ☐ 6 brown undershirts
- ☐ Shoes
- ☐ athletic shoes, 1 pair
- ☐ running shoes, 1 pair (see special guide)
- ☐ dress/walking shoes, 1 pair
- ☐ Camera (optional)
- ☐ Knife or Leatherman Tool if desired

*(you may be required to turn in any knives or leatherman tools until Bold Leader phase)*

### *Men should bring:*

- ☐ Under shorts, 6 to 10 (see special guide)
- ☐ Handkerchiefs
- ☐ Athletic Supporters (more than 1)
- ☐ Socks, Dress
- ☐ Razor & blades, shaving creme, etc.

### *Women should bring:*

- ☐ Sport bras (more than 1) suitable for running
- ☐ Panties, 6 to 10 pair, cotton (see special guide)
- ☐ Mirror, small, portable
- ☐ Hair Dryer (compact) or Blow Comb
- ☐ Personal Hygiene Items (see special guide)

All clothing and equipment, other than above, required for training will be issued during in processing. **DO NOT bring battle dress uniforms (BDU) or BDU soft/patrol cap from your ROTC battalion.** Additional brown undershirts and military clothing/items may optionally be purchased at Fort Knox.

## SPECIAL GUIDE: FIELD HYGIENE AND SIMPLE SURVIVAL TIPS

- Running Shoes must be of high quality and supportive design to absorb the stresses of long distance running. Do not bring basketball, tennis or “designer” shoes to wear for running; foot and leg injuries will result.
- Zip-lock plastic bags, sandwich and quart size, make excellent waterproof storage bags to organize items and carry within BDU pockets.
- A small plastic tube or jar of cold cream will help with the removal of camouflage coloring from the face and hands.
- All underwear should be made of 100% cotton.
- Males would benefit from using loose fitting boxer shorts to improve air circulation and rash prevention.
- Females should bring comfortable fitting cotton briefs; designer underwear results in increased irritation and potential for developing infections.
- At times during training, full bathroom facilities will be limited. In a hot, sweaty environment, individually wrapped antiseptic wipes or baby wipes will greatly reduce the potential of skin irritation or development of a yeast infection. Also, frequent changing of disposable liners for female underwear reduces discomfort if you are unable to change your cotton briefs as often as normal.
- Females should wear supportive sports bras at all times at camp. Lacy/designer bras are not appropriate at camp.
- To help reduce friction blisters with boots, all cadets, male and female, would benefit from bringing knee high nylon stockings or thin nylon socks to put on the feet first before putting on thicker wool socks. The thin nylon stockings help prevent the boot/wool socks from rubbing against the skin causing blisters. Break in your boots by wearing them frequently before arriving at the Leader’s Training Course.
- Place sole liners or inserts into the boots to provide added cushion effect for the feet. The increased shock absorption from the liners will prevent foot injuries from marching in boots.
- The physical activity encountered with LTC may affect the female menstrual cycle. Your period may come earlier or later than expected. The flow may also be heavier. Bring with you a supply of comfortable feminine hygiene products made for an active lifestyle.

## MONEY

☐ \$50 to \$75 recommended, preferably travelers checks. You will need this to cover incidental expenses during travel and the first several days at camp. All cadets receive a camp stipend of \$26.42 a day paid Electric Funds Transfer (EFT) to your account at the end of camp, minus two cash payments and applicable taxes. You will be given the opportunity whether to receive a cash payment of \$20.00 on your second day at camp and then another cash payment of \$100 about one week after arrival. Electronic Funds Transfer is the method of payment, therefore you must open a checking or savings account prior to camp. See your host ROTC cadre to establish direct deposit.

## GETTING IN SHAPE

The Leader’s Training Course is physically demanding. Condition yourself before coming. Develop your own personal workout schedule which includes running (two miles per day, three or four days per week), sit-ups, and push-ups. Do plenty of cardiovascular training before coming to the Leader’s Training Course. You should also be able to walk at least two-three miles in boots without developing blisters.

Condition yourself mentally by learning as much as possible. Ask your sponsor about viewing the Leader’s Training Course videotape and talk to cadets who have been to LTC. If you do, you will be much better prepared when you get to Fort Knox.



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## ADDITIONAL SUMMER TRAINING OPPORTUNITIES

Each summer a number of Leader's Training Course graduates have the opportunity to go on to additional training such as the Army Airborne School for 3 weeks or Air Assault School for 2 weeks, immediately after graduation. If you desire to participate in such training, you should discuss this opportunity with your PMS prior to departure for the Leader's Training Course. While at LTC, you should stay in contact with your campus ROTC unit through the LNO (liaison office) station here. Your campus ROTC unit will also be responsible for preparing your additional travel orders and ensuring you have been issued any additional uniforms and equipment for those attending follow on Cadet Professional Development Training (CPDT).

# LIFE AT THE LEADER'S TRAINING COURSE

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## SPECIAL INSTRUCTIONS

**Accommodating Religious Practices:** The Army places a high value on the rights of its people to observe tenets of their respective religions (special religious worship, dietary, medical, dress and appearance practices) providing they do not have an adverse impact on cohesion, standards, health, safety, discipline, or otherwise interfere with training or the performance of duties. Accommodation of a cadet's religious practices may not be guaranteed at all times due to considerations indicated above and/or the training environment. Cadets who observe special religious practices should consult their ROTC sponsor before attending the Leader's Training Course. (Ref: paragraph 5.6, Army Regulation 600-20, Army Command Policy, and DA Pamphlet 600-75, Accommodating Religious Practices). Cadets will have two days off while at LTC. Both of these days will occur on a Sunday and cadets will be given an opportunity to attend the religious service of their choice. Most religious services are found on Fort Knox.

**Use of Tobacco Products:** Tobacco usage at the Leader's Training Course is somewhat restricted, personal time is limited. Although discouraged for health/fitness reasons, cadets will be allowed to use tobacco products outside their lodging area (barracks) only within designated areas during free time or as the training schedule permits. Field and range training will be equally restrictive of tobacco use due to locations and/or training operations.

**Drugs, Supplements, Vitamins, etc:** Personal non-prescription drugs (aspirin, Midol, etc.), food supplements, and vitamins may be retained and used by cadets, subject to inspection and approval by camp medical personnel. All medications (Prescription/non-prescription), vitamins and supplements, must be screened by medical personnel and will be confiscated if considered inappropriate/unsafe in the training environment. All medications, vitamins and supplements must be in their original labeled container.

## ORGANIZATION

The smallest training unit is the squad made up of about 13 cadets which is sub-divided into two fire teams of six cadets each with a team leader and one overall squad leader. This is the group with which you will become closest; together you will train and enjoy off-duty activities. Four squads make up a platoon and four platoons make up a company. Each cycle is a company size organization. Each squad is assigned a tactical officer, a newly commissioned lieutenant, who is actively involved in your daily activities to include training, counseling, evaluation and daily reflection time.

## TRAINING

The Leader's Training Course training is demanding. You will learn basic military skills through hands-on practice. You will develop leadership skills by performing leadership positions in your unit. There is some classroom instruction.

Your military skills training will include instruction in map and compass use, marksmanship (Army M-16A2 rifle), rappelling, drown-proofing, basic tactical maneuvering, use of other weapons (machine gun, grenade launcher, and mines), and, additional soldier skills.

**Your chief instructors are squad tactical officers (2<sup>nd</sup> Lieutenants), special training committees, and drill sergeants.** The squad tactical officers are recent ROTC graduates, and the committees are composed of ROTC cadre from universities across the United States, just like yours. The drill sergeants are involved in training basic trainees for most of the year.

Your instructors will ensure you gain the skills required to enter the advanced ROTC course back on campus next fall, counsel you on your camp performance, and resolve problems you may encounter. They are experts at training young people in military skills. They may be blunt, but they will be honest in their assessment/feedback to you of your performance.

The first three days of LTC is known as the SOLDIER FIRST Phase. During this phase, drill sergeants will show you “what right looks like”. You will learn how to wear the Army uniform correctly, how to march, salute, and how to organize your living area. You will also learn how to conduct effective physical training, and how to issue commands and march squad and platoon size organizations. You should also use this phase to get to know the other members of your squad and platoon. You will not receive formal evaluation and feedback on your leadership skills during this phase.

The next fifteen days of LTC is known as the FUTURE LEADER Phase. During this phase, you will conduct various individual and some squad level training at sites around Fort Knox. Cadets will rotate leadership positions every 24 hours and receive formal feedback at the end of the day. At least three cadets per squad will have an opportunity to serve as a leader each day. You will be asked to evaluate yourself and your peers during this phase of camp. This is intended to be a first impression, or a snapshot, that will provide each cadet with a perspective of how others view them and how they view themselves.

The next six days of LTC is known as the BOLD LEADER Phase. This phase consists of a dynamic six-day field training exercise that is invariably identified by cadets as their most enjoyable part of LTC. You will be challenged by the climbing complex, escape and evasion training, water operations training on RB-15 boats (same as used by Ranger and Special Forces organizations), and have the opportunity to prepare and eat a survival meal. In addition, you will receive training in small unit tactics and combat utilizing paintball guns, smoke grenades, and other simulators. One of the overarching intentions of LTC and in particular this phase, is to introduce cadets to the Warrior Ethos that U.S. Army Soldiers live by.

The final four days of LTC is the DISCOVER GOLD Phase. During this phase, you will receive your final evaluation and feedback on the CC Form 157-R, which will include a personal leadership development plan for you to take and continue your own quest to further refine and develop your leadership skills. You will also clean and turn in your equipment during this phase as well as prepare for and conduct the graduation ceremony. On the day before graduation, training will end at 1200 noon and cadets will be given the rest of the day as Family Time. Family members are highly encouraged to attend a specially designed briefing for family members in the Patton Museum’s Abrams Auditorium from 0930 a.m. until 1130 a.m. Following this briefing, family members will be able to travel to the barracks to pick up their son or daughter and spend the rest of the day enjoying the Fort Knox area. Cadets are required to be back in the barracks no later than 10 p.m. that night. The graduation ceremony will take place at 0900 a.m. the next day at Victory Field, and all are welcome to attend.

## COMPLETION CRITERIA

The following defines “what it takes” to receive completion credit for Leader’s Training Course.

The Leader’s Training Course is not a hurdle so much as it is the beginning of a lifelong process. Consequently, the emphasis is not on evaluation or grading, but rather on leadership development. During LTC, cadets will be designated to serve in various leadership positions such as team leader, squad leader, platoon sergeant, platoon leader, company first sergeant, and company commander. Each cadet will have the opportunity to serve in a minimum of six, and a maximum of twelve, leadership positions. For each of these leadership development opportunities, cadets will receive formal feedback on their leadership style and ability, with an emphasis on improving personal leadership skills.

Leadership development is the overarching purpose of LTC. The structure or format that is used to accomplish this purpose is in the form of instruction in about 26 different military skills-related events such as rappelling, water survival, rifle marksmanship, map reading, and physical fitness. Many of these events were chosen because they require teamwork and leadership. Again, the purpose of LTC is not to train cadets to become experts at these military

skills, but to start them down the path of leadership development. Consequently, a cadet cannot “fail” LTC because of a poor performance in one or more of these events.

In order to successfully complete the Leader’s Training Course, a cadet must do two things. First, a cadet must complete a minimum of 80% of all scheduled training. Second, each cadet must pass the entry level physical fitness test on a 50 point scale. This test consists of two minutes of push ups, two minutes of sit ups, and a two mile run. A cadet must attain at least 50 points in each event (on a 100 point scale) in order to pass. In addition, the LTC Camp Commander reserves the right to dismiss a cadet for illegal, immoral, or unethical behavior.

## TYPICAL TRAINING DAY

*Outlined below is a typical training day for cadets at Leader’s Training Course:*

0500	Wake up, get dressed and make bed.
0530-0630	Physical Training (PT). Cadets will be taught how to conduct Army physical training.
0630-0830	Personal hygiene, clean living area, eat breakfast.
0830-0900	Move to training site by bus or marching.
0900-1230	Training.
1230-1330	Lunch. (Necessary movement is integrated into this time as well)
1330-1700	Training.
1700-1730	Move to company area by foot or bus.
1730-1900	Eat supper.
1900-2000	Reflection Time. Cadets reflect on days events, discuss a vignette, and receive leadership counseling.
2000-2100	Cadet leader’s time.
2100-2200	Personal Hygiene. Cadets generally use this time for uniform preparation and maintenance, barracks cleaning, and academic preparation for the next day's training.
2200	Lights Out!

**Note:** *There are some days that training goes beyond 2200 or even 2400. Night land navigation is an example.*

Training will be conducted 23 out of 28 days at LTC. Of the remaining five days, one day is used for in processing, two days for graduation out-processing, and two days are allowed as “personal time” for cadets.

6

## LODGING AND MEALS

While at camp, you will live in 3-story barracks. There are no private rooms at camp. You will have a bunk bed and one wardrobe (6'4" x 3') for storage of all clothing, equipment, and personal belongings.

You will eat many of your meals in a dining facility, "mess hall", normally located in your company's area. Your company area will also have limited recreation facilities such as a TV/Game Room.

**Special Diets.** Provisions for special diets do not apply to personal preference diets such as vegetarian diets. The dining facilities at camp will support special diets required for medical or religious reasons to the extent that AR 30-1, The Army Food Service Program, dictates support. If you require a special diet due to medical or religious reasons, make this requirement known in writing, through your battalion cadre, to Headquarters, Second Region (ROTC), US Army Cadet Command, ATTN: LTC, G4, Fort Knox, KY 40121-5610 **NLT May 1, 2004**. Late notification may preclude support.

## POST SERVICES

**Many services at Fort Knox will be available to cadets during Leader’s Training Course.**

### **Laundry Services.**

- Laundry service is provided at no cost to the cadet for both BDU’s and personal items. Laundry is picked up and dropped off twice a week, and will be folded or placed on hangers by the laundry service. You will receive additional information during in processing.
- Each barracks does have limited washers and dryers, however their use is discouraged as the laundry service will easily accommodate all of your laundry needs.

**Post Exchange (PX).** The PX is a major shopping facility (department store) on post. It offers quality goods at substantial discounts. The non-transferable cadet identification card you will receive at LTC will allow you to use the PX.

**Medical Services.** Injuries or illnesses sustained by cadets while attending Leader's Training Course are treated, without cost, at Fort Knox medical treatment facilities.

**Recreation Facilities.** While off duty, you may use recreation facilities at Fort Knox. Fort Knox has an indoor aquatic center, a water park, golf courses, bowling centers, etc. (Shuttle buses are available to these sites)

## WEATHER

Fort Knox summer daytime temperatures range from low 70's to high 90's with high humidity and frequent thunderstorms.

## OBLIGATIONS

You will sign a conditional contract prior to departing campus for LTC. This contract represents your intent to attend and graduate LTC, and fully contract upon your return to campus. You are highly encouraged to remain at camp for the entire cycle. Hasty departures from camp because of unfamiliar surroundings or inconvenience in the first few days are almost always regretted later. Remaining with your camp peers will allow you to fully appreciate the Army camaraderie and lifestyle. If it becomes necessary for you to depart camp prior to graduation, please be aware that it routinely takes 12 to 24 hours to arrange unscheduled transportation. You remain the responsibility of Leader's Training Course personnel until you are transported back to the Louisville airport for departure. Each year over 90% of basic camp attendees meet the challenge and graduate from camp.

## LAW ENFORCEMENT

You will not be subject to military law (Uniform Code of Military Justice) while attending Leader's Training Course. The camp, however, is located on federal property under jurisdiction of a Federal Magistrate. The magistrate is empowered to try cadets who have allegedly committed traffic offenses or minor criminal offenses on Fort Knox. As an example, shoplifting is always prosecuted. The United States Attorney prosecutes major criminal offenses in the U.S. District Court in Louisville, KY. While at Fort Knox, your automobile is subject to search. The barracks are also subject to search, and your personal belongings are subject to health & welfare inspections. Laws governing possession/use of unlawful drugs are enforced, both on Fort Knox and in surrounding communities. Cadets who violate local, state, or federal laws may be surrendered to the proper authorities.

7

## GRADUATION AND BEYOND

Leader's Training Course ends with military ceremonies to salute your accomplishments. The graduation event includes a cadet parade, presentations of cadet awards for outstanding camp performance, addresses by government or military dignitaries, and a reception for parents and friends. We encourage you to invite relatives and friends to share this important day in your life.

Graduation day is actually a beginning. Having completed LTC, you are now eligible to seek a commission as an officer in the United States Army during your next 2 years on campus. Contact your ROTC cadre **following the Leader's Training Course for enrollment in the ROTC advanced course.**

# INFORMATION FOR PARENTS

## KEEPING IN TOUCH

During in processing at Leader's Training Course, we will give your son/daughter a letter to send home to provide you with his/her mailing address. Cadets look forward to receiving letters from home during "mail call." We also encourage cadets to write home. Pay phones are available but demand is high during the summer. Expect phone calls to be infrequent. One of our corporate sponsors provides a 30- minute calling card to each cadet during in processing.

## IN CASE OF EMERGENCY

If you must contact your son/daughter in an emergency, you should first call his/her ROTC unit (Professor of Military Science) and/or notify the American Red Cross. These organizations will help you make the necessary contacts.

## GRADUATION

During Leader's Training Course, each cadet will be given graduation invitations to send to family and friends. We invite and encourage family and friends to attend the briefings, tours, ceremonies, and receptions sponsored in recognition of the cadets' accomplishments.

# PMS PRE-CAMP CHECKLIST LEADER'S TRAINING COURSE 2004

## QUALIFICATIONS TO ATTEND

- ☐ Be a U.S. citizen between the ages of 17 and 30 years with no more than 3 dependent family members
- ☐ Be enrolled in college full-time in pursuit of a baccalaureate or advanced degree and have at least 2 years remaining in school or be sponsored to attend camp by a military junior college (MJC)
- ☐ Cumulative GPA of at least 2.0 on a 4.0 scale (MJC student must have a minimum ACT score of 18 or SAT score of 920)
- ☐ Initiate DODMERB physical; Have no civil convictions (unless waiver is approved)
- ☐ Male cadets must also obtain a military regulation haircut prior to arrival.

### DOCUMENTS

**(NEEDED UPON ARRIVAL AT CAMP – DO NOT PACK IN YOUR CHECKED LUGGAGE)**

**6 copies of your travel orders; Your ticket and any approved return tickets; Copy of your physical exam; Copy of your transcripts; Copy of your diagnostic APFT.**

**THE FOLLOWING CHECKLIST SIGNED BY YOU AND THE PMS .**

## GENERAL

- ☐ This student has been briefed that he/she must complete at least 80% of all training at Leader's Training Course.
- ☐ This student has achieved a minimum of at least 50/50/50 on the APFT. If not, the PMS has received approval from the Brigade Commander and the waiver memorandum is provided.
- ☐ This student is capable of meeting the Army's height, weight and APFT standards within the fall semester/quarter.
- ☐ If male, the cadet is aware that he must obtain a military regulation haircut prior to arrival at LTC.
- ☐ This student has viewed the Leader's Training Course video.
- ☐ This student understands that Army drill sergeants, ROTC tactical officers and NCOs will be in charge of his/her evaluation while at Leader's Training Course.
- ☐ This student has all the personal and professional clothing items required for camp IAW Passport to Gold packing list.
- ☐ A personnel file has been forwarded on this student to LTC. The file contains orders, DD Form 93, W4, transcript, and other required documents IAW regulatory guidance.
- ☐ **This student data has been entered into CCIMS and verified with the student as of \_\_\_\_\_ (date).**
- ☐ **This student has taken the Myers-Briggs Type Indicator (MBTI) test. (Go to Eastern Region LTC website for details)**

## MEDICAL

**(MARK ALL BOXES THAT APPLY TO THIS STUDENT)**

- ☐ This student has a copy of their DoDMERB physical exam in his/her possession.
- ☐ This student is DoDMERB Qualified.
- ☐ On \_\_\_\_\_ the physical exam was forwarded to DoDMERB .
- ☐ This student has pending remedials for \_\_\_\_\_.
- ☐ On \_\_\_\_\_ all remedials were forwarded to DoDMERB pending final approval.
- ☐ On \_\_\_\_\_ a medical waiver was submitted on this student for \_\_\_\_\_.
- ☐ This student has a completed DA 3425-R (Medical Fitness Statement) dated within the last 6 months and a copy of the completed DA 2492 (Medical History)
- ☐ This student needs a physical exam. A physical exam was not initiated on campus because \_\_\_\_\_.
- ☐ This student is under 18 years of age, a Medical Consent Form was forwarded along with their personnel file to the Leader's training Course.
- ☐ This student has a copy of his/her shot records. This student is in possession of 2 pair of eyeglasses for use at camp.

The student's signature and PMS's signature below confirms: 1) The PMS has briefed the student on all the above requirements. 2) The PMS has provided the necessary supervision and training to the student prior to the student departing the school. 3) The student fully understands and has complied with these requirements.

**PMS SIGNATURE:** \_\_\_\_\_ **DATE** \_\_\_\_\_

**PMS NAME:** \_\_\_\_\_ **RANK** \_\_\_\_\_ **SCHOOL** \_\_\_\_\_

**STUDENT SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**STUDENT FULL NAME (Print Only):** \_\_\_\_\_ **SSN:** \_\_\_\_\_

**CYCLE DESIRED:** \_\_\_\_\_ **SCHOOL PHONE NUMBER:** \_\_\_\_\_

